

BOARD OF SELECTMEN – JUNE 13, 2011

I. Call to Order/Roll Call

Chairman Brian Major called the Regular meeting of the Board of Selectmen to order at 7:00 P.M. in the Selectmen's Conference Room at the Town Offices. Present were: Chairman Major and Selectmen Mary Lyman, Ted Teichert, Alex Vispoli and Paul Salafia. Also present: Town Manager Buzz Stapczynski and Town Clerk Larry Murphy. The meeting was duly posted and cable-cast live.

II. Opening Ceremonies

Chairman Major asked for a Moment of Silence followed by the Pledge of Allegiance.

III. Communications/Announcements/Liaison Reports

The Town Manager made the following announcements:

- ~The Memorial Day Festivities were terrific thanks to Veterans Services Director Mike Burke and the Patriotic Holiday Committee.
- ~The Board of Selectmen will establish a date for a follow-up Executive Session on collective bargaining issues.
- ~The new Stop and Shop in Shawsheen Plaza will have a Keno-to-Go kiosk which requires approval by the Board of Selectmen. The Town Manager will request an extension from the Massachusetts Lottery Commission on the decision so the Board has ample time to discuss the request.
- ~A workshop on how to access information from the 2010 Census will be held on June 21st at 10:00 A.M. in the Selectmen's Conference Room – all Town Boards and Departments are invited to attend.
- ~The DPW will present their findings and ideas on how to move forward on the multi-family solid waste and recycling at the next Board meeting.
- ~The Plumbing Inspector has resigned – advertising will begin for a replacement starting at 25 hours per week and adding additional hours as needed.
- ~The Saturday morning coffees at the Old Town Hall are going well, however, they would like to dispose of the large table donated to the Town years ago and replace it with a smaller table. The table is valued at over \$100 requiring approval from the Board to remove or sell. They would like to try placing an ad on Craig's list or using E-Bay to sell the table.

On a motion by Selectman Vispoli with a second by Selectman Lyman, the Board unanimously voted to authorize the Town Manager to dispose of the asset (the table) in the most efficient and cost effective manner possible.

Town Clerk Larry Murphy invited anyone interested in becoming a pollworker to apply on line or to call the Town Clerk's Office at 978-623-8259.

Selectman Salafia reported that representatives from the Youth Services Foundation will be attending an upcoming Board meeting to talk about the Youth Center. He also reported on the upcoming Town Yard Task Force Meeting this Thursday at which time they will review the reports on the available sites.

Selectman Teichert announced that the Grand Opening of the new Stop and Shop in the Shawsheen Plaza will be held on Thursday, June 23rd from 6:00 P.M. to 8:00 P.M. He also reported that the Summer/Fall DCS Booklet is available and includes a survey of five

questions on ideas for improvement.

Selectman Lyman reported they have received names of people interested in participating in the River Road Overlay District Task Force.

Selectman Vispoli said with the end of the fiscal year approaching it is time to assess the Town Manager's goals and create new goals for FY-12. He suggested the Board form a sub-committee to generate recommendations to present to the Board at the first meeting in July. Selectman Lyman and Selectman Vispoli volunteered to be on the sub-committee.

Selectman Vispoli attended the recent MMA Selectman's Meeting in Sutton, Mass. House Speaker Deleo was the guest speaker and it was clear from his remarks that he is committed to reforming health care. Mr. Vispoli also shared information on the Social Media and Government presentation held at the meeting and suggested the formation of a sub-committee to establish some policies in this area.

Selectman Major reported the Board held an Executive Session three weeks ago to discuss legal proceedings against the Water Department employee. Questions should be directed to Steve O'Connell at Jonathan Blodgett's Office.

Selectman Major suggested that retiring Finance Director Tony Torrisi and Interim Plant and Facilities Director Joe Piantedosi attend a future Board meeting so they can publicly express their gratitude for their service to the Town.

IV. Citizens Petitions and Presentations

Mary Carbone, 3 Cyr Circle, observed a fleet of vehicles that did not have Town seals on them at the Youth Services Office on Pearson Street.

Jason Andrews, 21 Burnham Road, shared pictures of debris from the snow dump located on High Street and asked what is being done to clean up the debris, when will the clean-up occur, and where does the snow run-off go. Mr. Andrews also asked about the status of the new Town Yard.

The Town Manager said he has toured the snow dump site and it will be cleaned up over the Summer and will find out where the run-off goes. He also reported the Town Yard Task Force will be reviewing four proposals on Thursday, June 16th at 7:30 A.M. and the meeting is open to the public.

Candace Martin, 24 Rock O'Dundee Road, requested that the High Street snow dump be placed on a future Board meeting agenda for discussion. Dumping of snow and debris in this area is a major issue that needs to be addressed. She is concerned about health and safety issues at the site, she witnessed loam being dumped on top of sand, and she too would like to know where the water run-off goes to.

Donal Coleman, 91 High Street, commented on the Memorial Day Parade, the High Street snow dump area, the Town Election, plans for the Youth Center, status of the ownership of houses on Pearson Street, and suggested the School Department move from their present site to the Shawsheen School so the Senior Center can have the two upper floors of the building.

John Pasquale, 47 Whittier Street, inquired about the status of the re-organization of the DPW and Plant and Facilities Departments. He was informed that the independent review is almost complete with the final analysis report expected in 6-8 weeks. They do

not plan to fill the positions until the report is received and reviewed.

Mr. Pasquale also requested the Board invite State Senator Finegold to a future Board meeting to talk about the health reform bill.

George Olesen, 2 Joseph Street, questioned the timing of a water notice he received and stated the Town should not be sending out dunning notices on paid bills. Town Treasurer David Reilly explained there are six sections in Town and each is billed twice a year. In an attempt to increase cash flow before June 30th, his office sent out reminders on bills unpaid as of May 25th and it was an over-sight if Mr. Olesen received a reminder notice on a bill that had been paid on time.

V. Public Hearing

Selectman Salafia motioned to open the Public Hearing at 8:05 P.M. The motion was seconded by Selectman Teichert and unanimously approved. Chairman Major declared the Public Hearing opened.

A. Columbia Gas of Massachusetts

On a motion by Selectman Teichert and seconded by Selectman Salafia, it was voted 5-0 to approve the request of Columbia Gas of Massachusetts to excavate for the purpose of replacing and/or extending its gas mains and to make the necessary house connections along said extensions on the following public ways: Morton Street between School Street and Main Street to replace 315 feet of 4" HDPE low pressure gas main. This is being done due to municipal improvement. The request has been reviewed and approved by the Town Engineer subject to the condition that a street opening permit is obtained from the Department of Public Works prior to the commencement of any construction.

Selectman Salafia motioned to close the Public Hearing at 8:07 P.M. The motion was seconded by Selectman Teichert and unanimously approved. Chairman Major declared the Public Hearing closed.

VI. Regular Business of the Board

A. Short-Term Borrowing

Town Treasurer David Reilly presented information on the short term borrowing bids to cover three Warrant Articles totaling \$488,000. There were four bidders with Century Bank submitting the lowest bid of .6012%. The BANS are dated June 23, 2011 and due on February 24, 2012.

On a motion by Selectman Lyman with a second by Selectman Teichert, it was unanimously voted to accept the short term borrowing bid from Century Bank at a rate of .6012% to cover the three Warrant Articles: 1999 TM Article 44 – Landfill Closure in the amount of \$100,000; 2010 TM Article 30 – Ambulance in the amount of \$225,000 and 2010 TM Article 42 – Building Renovations in the amount of \$163,000 for a total of \$488,000.

B. Bartlet Street – First Reading

Bill Dalton and Dave Dargie shared research on the spelling of Bartlet Street which included background information on the two William Bartlet(t)'s both associated with the Town of Andover and Phillips Academy, the history of the spelling of Bartlett Street ending in two t's, how it appeared in Town Road Books and Maps (with two t's), and is spelled with two t's on the registered deeds of homes owned on Bartlet Street. Mr. Dalton is requesting the error in the spelling of Bartlet Street be corrected from Bartlet to Bartlett to commemorate, as intended, General William Francis Bartlett a Civil War hero.

As this is a first reading, no action was taken.

C. Preservation Restriction – Carter Farm Barn on High Plain Road

On a motion by Selectman Lyman and seconded by Selectman Vispoli, the Board voted 5-0 to sign the Preservation Restriction for the Carter Farm Barn located on High Plain Road.

D. Federal Street Signage

Selectman Lyman motioned to approve the placement of a directional sign at the intersection of Federal Street and River Road. The motion was seconded by Selectman Salafia and voted 5-0 to approve.

E. Proprietary Specifications

Acting Plant & Facilities Director Joseph Piantedosi is requesting the Board approve Proprietary Specifications for four major systems standardized through-out the Town. The four major areas include: the Town-wide Energy Management System Controls, the Town-wide Security Access Control CCTV System, the Town-Wide Master Key System, and the special door closers and exit devices that are standard in all buildings. By law, the Proprietary Specifications for public construction projects must be stated in writing and include the words “or equal”. Mr. Piantedosi is requesting the Board approve the Proprietary Specifications needed for Town-wide systems required for construction projects including the Bancroft Elementary School.

Selectman Teichert motioned the Board approve the following building systems proprietary specifications as detailed in the memo dated May 31, 2011 from Joseph Piantedosi: 1) Johnson Controls: Metasys control system (energy management system); 2) Ingersoll-Rand: Schlage security access control CCTV System; 3) Ingersoll-Rand: Schlage master key and lock system; and 4) Ingersoll-Rand: LCN and VonDuprin door closures and exit devices. The motion was seconded by Selectman Salafia and voted 5-0 to approve.

F. Assessing of Betterments

On a motion by Selectman Lyman and seconded by Selectman Salafia, it was voted 5-0 to sign the Final Order Assessing Betterments for Repairs to Foster Pond Road and Pomeroy Road as approved in Article 15 at the 2010 Annual Town Meeting.

G. Elderly Housing Overlay District

The Board discussed the creation of an Elderly Housing Overlay District Task Force for the River Road area in collaboration with representatives from Wingate Development Company. Selectman Vispoli suggested they first determine what the desired outcome for the specific area is, the scope of the group, and establish a mission statement and goals before moving forward. The Board directed the Town Manager to acquire a draft mission statement for the first meeting in July to be reviewed before establishing a task force.

H. Re-precincting

Town Clerk Larry Murphy requested that the Board vote to accept the proposed changes to the Town’s 2011 re-precincting plan and map as previously presented at the May 23, 2011 Board of Selectmen’s meeting.

Selectman Vispoli motioned for the Board to accept the 2011 Town of Andover Re-Precincting plan, map, legal description and block listings as presented by the Town Clerk. The motion was seconded by Selectman Lyman and voted 5-0 to approve.

VII. Water and Sewer Commissioners

On a motion by Selectman Teichert with a second by Selectman Lyman, the Board adjourned from the Regular Meeting to act as Water & Sewer Commissioners: Roll call: Selectmen Lyman – Y, Teichert – Y, Salafia – Y, Vispoli – Y and Major – Y.

1. Proposed Sewer Rate Increase- Second Reading

Acting as Sewer Commissioners, the Board discussed the proposed rate change of \$3.21 from the current rate of \$3.09 and as presented on May 23, 2011. Mr. Vispoli requested the decision be delayed until they have a more detailed plan. Finance Chair Tony Torrisi reported the rate increase is part of the plan for the Sewer Dept to be self-sufficient. Selectman Lyman asked if the charges for the Town/Schools were separated out to which Mr. Torrisi reported they do not charge the schools or Town for sewer usage. Mr. Vispoli would like to look more closely for areas where costs could be reduced noting the rate has been increased seven times in the last ten years.

Selectman Lyman moved the Board of Selectmen, acting as Sewer Commissioners, vote to increase the sewer rate from \$3.09/100 cubic feet of water used to \$3.21/100 cubic feet of water used effective with the Section 1 billing of July, 2011. The motion was seconded by Selectman Teichert and voted 3-2 to approve. Selectman Salafia and Vispoli were opposed.

2. North Reading Intermunicipal Agreement Extension

Alex Vispoli motioned to authorize the Town Manager to approve an extension of the Inter-municipal Agreement for Portable Water Service between the Town of Andover and the Town of North Reading for a period of up to one year. The motion was seconded by Selectman Lyman and voted 5-0 to approve.

On a motion by Selectman Teichert with a second by Selectman Lyman, the Board adjourned from Water & Sewer Commissioners back to the Regular Meeting: Roll call: Selectmen Lyman – Y, Teichert – Y, Salafia – Y, Vispoli – Y and Major – Y.

VIII. Consent Agenda

A. Change of d/b/a on Liquor License

On a motion by Selectman Lyman with a second by Selectman Salafia, it was voted 5-0 to approve the request of Adrienne Pappadopoulos, SCP, Inc., 19 Essex Street, Andover, to change the d/b/a on her All-Alcoholic Restaurant license from SCP, Inc. d/b/a Glory Restaurant to SCP, Inc. d/b/a Andolini's Restaurant. The request has been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the license.

B. Storage of Inflammables Annual Registration

Selectman Vispoli motioned to approve the Storage of Inflammables license holder who has submitted their Certificate of Registration for 2011 at 123 Tewksbury Street Andover, LLC, d/b/a A & M Roofing Services. The renewal has been reviewed and approved by the Fire Prevention Officer and Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the Certification of Registration. The motion was seconded by Selectman Lyman and voted 5-0 to approve.

C. July 4th Celebration

Selectman Salafia motioned to approve the request of Scott Gibson from the Andover Firefighters Relief Association to conduct the All-Town Fourth of July Celebration in The Park on Monday, July 4th. He is requesting that the following streets be closed from 8:00

A.M. to 9:30 A.M. for the formation of the Horribles Parade: Bartlet Street between Morton Street and Chestnut Street. He is requesting the closing of the following streets from 9:00 A.M. to 10:30 A.M. for the Parade: Punchard Avenue, Main Street from the intersections of Punchard Avenue to Park Street, Park Street to Whittier Street across Chestnut Street to Whittier Court. He is also requesting "No Parking" signs be posted in this area the night before the event. A police escort for the parade is requested along with permission to place barricades and detour signs for the events by 7:30 A.M. in the parking lots and 8:00 A.M. on the streets. The request has been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

D. Block Party

On a motion by Selectman Teichert with a second by Selectman Lyman it was voted 5-0 to approve the request of Katrin Schneck, 23 Alden Road, to block off her street from nos. 18 to 23 for a neighborhood block party on Sunday, June 26, 2011 from 2:00 P.M. to 6:00 P.M. Arrangements have been reviewed and approved with conditions by the Police Department.

E. Appointments and Re-appointments

On a motion by Selectman Lyman and seconded by Selectman Salafia, it was unanimously voted to approve the following appointments recommended by the Town Manager and as listed in the agenda:

DEPARTMENT	POSITION	RATE	EFF. DATE
<u>PLANT & FACILITIES DEPARTMENT</u>			
Ihor Raniuk	Construction Project Manager*	IE-28-8 \$92,084.45 *Temporary to Permanent Employee	6/14/11
<u>MEMORIAL HALL LIBRARY</u>			
Jessica Darfoor	Library Page – PT	L1-1 \$8.00/hr.	7/5/11
<u>COMMUNITY SERVICES</u>			
Jennifer L. Caro	Concession Worker – PT	C2A \$8.00/hr.	6/13/11
Andrew W. Nickerson	Lifeguard – PT	C2A 6/23/11 \$8.00/hr.	
Charles L. Nickerson	Lifeguard – PT	C2B \$8.25/hr.	6/1/11
David M. Hunter	Lifeguard – PT	C2A \$8.00/hr.	6/16/11
Nishant Mehta	Counselor – PT	C5A \$10.25/hr.	6/16/11

Selectman Lyman requested the Town Manager obtain a report from Human Resources on temporary employees for the Board to review.

IX. Approval of Minutes from Previous Meetings

On a motion by Selectman Vispoli with a second by Selectman Lyman it was voted 5-0 to approve the Minutes of the following meetings: March 23, 2011 – Special Meeting, April 14, 2011 – Special Meeting, April 27, 2011 – Special Meeting and the May 23, 2011 – Regular Meeting.

X. Adjournment

Selectman Teichert motioned to adjourn the Regular Meeting of June 12, 2011 at 9:28 P.M. The motion was seconded by Selectman Vispoli and unanimously voted to approve.

Respectfully submitted,

Dee DeLorenzo
Recorder

Documents:

Memo: Short Term Borrowing

Bartlett Street Spelling Research Packet

Memo: Proprietary Specifications

Memo: Directory Sign Change on River Road

Preservation Restriction – Carter Farm Barn, High Plain Road

Memo: Final Betterments for Fosters Pond Road and Pomeroy Road

Memo: Wingate – Elderly Housing Overlay District

2011 Re-Precincting Information – Precinct Descriptions

Memo: Sewer Rate Increase

Minutes: March 23, 2011, April 14, 2011, April 27, 2011, May 23, 2011.